

# CLAIMS

What is claimed is:

1. A method of automatically establishing a conference comprising the steps of:  
 5 receiving conference logistics;  
 receiving participant profile data;  
 allocating a conference bridge port in accordance with the conference  
 logistics; and  
 10 connecting a communications switch port to the allocated conference  
 bridge port.
2. The method of claim 1, wherein the conference logistics comprises a start date, a  
 connect time and a conference participant address.
- 15 3. The method of claim 2, wherein the participant profile data comprises a current  
 address.
4. The method of claim 3, wherein allocating a bridge port is performed in  
 accordance with the current address.
- 20 5. The method of claim 4, further comprising updating the conference participant  
 address with the current address.
6. The method of claim 5, wherein the communications switch port is associated  
 25 with the current address.
7. The method of claim 2, wherein the participant profile data comprises at least two  
 of a current address, a home address, an office address, and a wireless address.
- 30 8. The method of claim 6, wherein the communications switch comprises a  
 telephone switch.

- 5